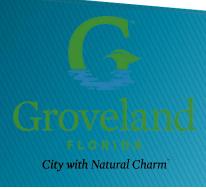
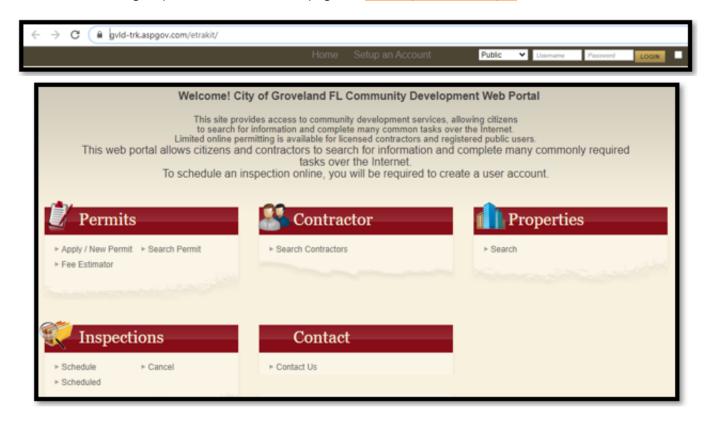
#### How to.....

Schedule a Building Permit Inspection On-line with eTRAKiT



#### **Getting Started**

- There are 2 ways to get to the eTRAKiT website.
  - From the web address bar type the following: <a href="https://gvld-trk.aspgov.com/etrakit">https://gvld-trk.aspgov.com/etrakit</a>
  - Go to the Building Department Services webpage on <a href="http://groveland-fl.gov">http://groveland-fl.gov</a>



#### eTRAKiT Website

- The eTRAKIT website allows you to access multiple items
  - **PERMITS**: Apply for a new permit or search existing permits with the City and the Fee Estimator.
  - CONTRACTORS: Information on Contractors
  - PROPERTIES: Information about parcels, including permit history
  - INSPECTIONS: Schedule, View and Cancel Inspections

# Online Inspection Scheduling

Using the dropdown menu, select your inspection and the date of your request and select "ADD INSPECTION". If you have more than one inspection to request, follow the same steps to select your next inspection

## Online Inspection Scheduling

After all inspections have been added a list of inspections will be listed. Click "SUBMIT" to have each of the inspections scheduled.



## Online Inspection Scheduling

Accept the Permit Inspection Requirements. You will receive an e-mail confirmation of your inspection request. The City of Groveland strives to perform inspections as quickly as possible. If you request an inspection before 12pm Monday - Friday, we will do our best to schedule an inspection the same day. We cannot guarantee specific time requests, but will strive to provide a 24-hour turnaround.